CC#14

Circular Letter No. 48.

October 22, 1909.

To Supervising Principals:-

In planning for the courses in English to be given during the present year, it has seemed well to arrange at the same time for general meetings or conferences at which all teachers of the district will be expected to be present. The following plan should be followed:

For each of the twenty-five weeks mentioned in the printed outline of work in English for Porto Rican teachers, meetings of the three courses should be held. Three of these meetings during each of the school months, are to be held at such time as may be determined by the Supervising Principal, though my very strong preference is that they be not held during school hours. One, however, of the weekly meetings for each of the school months, is to be held on Saturday in such a way that the teachers in each of the courses may meet for a period, going over the work regularly outlined.

In addition to this, however, I desire that a general teachers' meeting be held at which pedagogical subjects may be discussed. In these meetings the work should, it seems to me, be carried on very largely in English, that teachers may have practice both in understanding the language as spoken by others and in speaking it themselves.

Since it is my desire that as often as possible -- at least twice during the school year - a General Superintendent, or other officer from the Department, should be present, it seems wise to arrange, from this office, the dates upon which the general Saturday meetings shall be held in each district. You will receive, then, at an early date, a circular letter indicating which Saturday of each school month - whether the 1st, 2nd, 3rd or 4th - such conferences will be held. That the conference may be conducted in a parliamentary manner, and that the teachers may familiarize themselves with parliamentary practice, there will be sent at an early date to each district, a number of manuals of parliamentary procedure, which the Supervising Principal, who will conduct the Saturday meetings, and others, should study carefully.

It seems probable that upon the visits of the General Superintendent, you will be asked to arrange for an illustrated lecture to be delivered by him, either upon the evening of the conference, or on that proceding. It is my earnest desire to make these conferences of the greatest value to the teachers and to the people of each community.

Yours very truly,

EDWIN G. DEXTER
Commissioner of Education